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AUTHOR Dickmeyer, Nathan; Cirino, Anna Marie  
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## ABSTRACT

This report, the 15th in an annual series, provides comparative information derived from a national sample of 544 public two-year colleges, highlighting financial statistics for fiscal year 1991-92. The report offers space for colleges to compare their institutional statistics with data provided on national sample medians; quartile data for the national sample; and statistics presented in various formats, including tables, bar graphs, and pie charts. Sections of the report discuss the following topics: (1) the background, objectives, and peer groups participating in the study, and methods for ordering reports, obtaining specialized data analyses, and responding to and using the report; (2) limitations of the study and explanations of study methods, including a consideration of the myth of the "typical" institution, and subsections on calculations, interpretation of proportions, medians and quartiles, means, and definitions; (3) categorization of the participating colleges by state and region; (4) revenues per credit full-time equivalent (FTE) student, and by revenue source; (5) expenditures per FTE student, and by academic and support function; (6) staffing data, including credit FTE student per FTE staff (grouped by staff function), and full-time to part-time staffing ratios; and (7) student characteristics, including credit classes distribution by class size, racial/ethnic status, age, gender, credit units enrolled, hours attended, and class level. Appendixes provide a list of participating colleges and their peer group classification and a user's survey for rating different aspects of the report. (PAA)

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# COMPARATIVE FINANCIAL STATISTICS

*for Public Two-Year Colleges:*

**FY 1992 NATIONAL SAMPLE**

A National Association of College and University Business Officers' (NACUBO) Project in  
Cooperation with the American Association of Community Colleges,  
the Association of Community College Trustees, and the  
National Center for Education Statistics

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JC 930 109

**Comparative Financial Statistics  
For Public Two-Year Colleges:**

**FY 1992 National Sample**

By  
Nathan Dickmeyer  
Teachers College  
Columbia University

Anna Marie Cirino  
NACUBO

March 1993  
Washington, DC

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## PREFACE

This report is the 15th in an annual series of comparative data studies of public two-year colleges. It is the result of an intensive six-month study involving three national education associations--the National Association of College and University Business Officers (NACUBO), the Association of Community College Trustees (ACCT), and the American Association of Community Colleges (AACC)--as well as the National Center for Education Statistics (NCES) and 544 community colleges. The study is intended to provide information to community college administrators, representatives of state and local agencies, and federal policy makers.

This report provides comparative information derived from a national sample of 544 public two-year colleges. It contains financial statistics for fiscal year 1991-92 and explanations derived from two surveys of public two-year colleges from across the nation. For the purpose of this study, colleges are defined at the highest district level. Included are multi-college districts and single-college districts. A single-college district may be multi-campus. (For example, Yosemite Community College is a multi-college district comprising Columbia College and Modesto College. Miami-Dade Community College, which is made up of multiple campuses, is treated as a single entity, a multi-campus single-college district.) This report includes:

- Space for colleges to compare their institutional statistics with national sample medians
- Quartile data for the national sample
- Statistics presented in a variety of formats: tables, bar graphs, and pie charts

## ACKNOWLEDGEMENTS

The continuation of this project through a 15th year was made possible by funding from NACUBO. In addition, AACC and ACCT provided cooperative support and NCES contributed technical assistance.

Guidance and support were once again provided by the NACUBO Two-Year Colleges Committee, whose members include Michael T. Unebasami (chair), University of Hawaii, Leeward Community College; John T. Boland, Quinebaug Valley Community College; William M. Dixon, Wytheville Community College; Judith Ganschaw, Colorado Community College and Occupational Education System; Thomas R. Hawk, Community College of Philadelphia; Robert W. Jensen, Metropolitan Community Colleges; Wayne R. Powers, Jackson State Community College; and Judith A. Thorson, Delta Community College. Robert S. Sorensen, Indiana Vocational Technical College, is the NACUBO board liaison.

A Redesign Task Force was formed in February 1991 to assess and restructure the project. This task force provided invaluable guidance and included Dale H. Miller (chair), Harrisburg Area Community College; Ralph Alterowitz, Venture Tech Corporation; Stanton Calvert, Texas Public Community/Junior College Association; Judith Eaton, American Council on Education; Thomas G. Estes, Jr., Mercer University; John E. Harper, The Robinson Group; and Robert W. Jensen, Metropolitan Community Colleges. K. Scott Hughes and Laura Faulk Willson, consultants to the task force, provided excellent analysis and recommendations for restructuring the study and its reports. This restructured report is the result of the task force and the consultants' work, as well as the input provided by more than 300 business officers. In addition, the National Council of Community College Business Officials provided help.

Instrumental in facilitating the project's progress were state liaisons who actively encouraged their colleagues to participate in the study. Thanks to their help, this study enjoyed a high participation rate.

The staff of the NACUBO Financial Management Center devoted both energy and resources to the successful conduct of the study, particularly the data collection and analysis. Alfonso de Lucio was responsible for the computer analysis. Bradley Meeker and David Slattery spent many hours on the project. Robin Jenkins and Phyllis Rossiter Forbes are acknowledged for their cooperation and support.

A debt of gratitude is owed to K. Scott Hughes, formerly of NACUBO, and Norman Brandt, U.S. Department of Education, who acted as a liaison to NACUBO. They dedicated a great deal of effort and cooperation in the developmental years of this project. Enid B. Jones, AACC, and Raymond Taylor, ACCT, are also acknowledged.

Financial support for the assessment of the study in 1991 was generously provided by Information Associates. Valuable support and input for the 1991 restructuring of the project were also provided by the Massachusetts Community College Association, Inc.; the South Carolina State Board for Technical and Comprehensive Education; the Texas Public Community/Junior College Association; the Washington State Board for Community College Education; and the Washington State Higher Education Coordinating Board.

## INTRODUCTION

**Background.** In 1977, members of NACUBO's Two-Year Colleges Committee decided to undertake a comparative data study of public community colleges. (The term "community colleges" includes all postsecondary institutions offering up to the first two years of higher education.) Members of the committee were frustrated by the lack of information available to governing boards, presidents, and taxpayers who requested comparative data. The committee members thought that these data could be an important part of the information necessary for decisions such as appropriation requests, salary increases, and proposed expenditures by function (instruction, institutional support, plant operation and maintenance). Further, "current" information, rather than historical summary, was needed. Because the committee members were also concerned about potential problems involved in trying to establish comparative data for community and junior colleges, they approached the task cautiously.

Throughout the first 14 years of the project, comments from community college presidents and business officers were used to determine the usefulness of the data and the additional information needed, as well as to make necessary changes. Sample size doubled steadily throughout the first three years, from 97 to 184 to 403; leveled off at 420 and 442 the next two years; and increased to more than 500 since then, indicating the perceived usefulness of the statistics for decision making at these institutions.

This report reflects the project assessment that occurred in 1991. A task force was formed to assess the study and to consider its restructuring to improve its utility. This group comprised business officers, an accrediting agency official, a state agency administrator, a representative from private

industry, a former community college president, and higher education finance consultants. Through the guidance of these people, several surveys were conducted and analyzed. This report is one result of that process, which included input from more than 300 business officers and representatives of state agencies.

The following summary of important financial characteristics is based on the financial data section of the Integrated Postsecondary Education Data System (IPEDS), conducted by NCES, and a supplemental survey conducted by NACUBO. Analysis performed by NACUBO, Laura Faulk Willson, and K. Scott Hughes in 1992 provided the foundation for the FY 1991 report as well as the current one.

**Objectives.** One of the study's primary objectives is to learn how comparative information can be used to improve community college decision making. The project also seeks to shed light on the financial and operational aspects of community colleges. The report format is designed to facilitate comparing the operational and financial statistics of an individual community college to national medians.

**Peer Groups.** A more detailed report, *Comparative Financial Statistics for Public Two-Year Colleges: FY 1992 Peer Groups Sample*, is also available. It contains not only national medians but also peer group medians for single-college districts divided into five peer groups on the basis of credit FTE enrollment as well as a multi-college peer group. *FY 1992 Peer Groups Sample* also contains explanations of the statistics, definitions of terms, and clarification as to what is included in and excluded from each calculation. Possible interpretations derived from institutional and peer group statistical comparisons, which may be useful for management reports based on this analysis, are also included. The breakdowns included in the peer groups report are:

National

Multi-college districts

Single-college district with credit FTE enrollment less than 1,000

Single-college district with credit FTE enrollment from 1,000 through 2,499

Single-college district with credit FTE enrollment from 2,500 through 4,999

Single-college district with credit FTE enrollment from 5,000 through 9,999

Single-college district with credit FTE enrollment of 10,000 or more

**How to Order.** Complimentary copies of this report have been distributed to the chief business officers of the participating colleges. Additional copies of this report or copies of the *FY 1992 Peer Group Sample* report may be obtained by calling the NACUBO Order Desk at (202) 861-2560. *FY 1992 National Sample* (NC735) is \$20 for members; \$25 for nonmembers. *FY 1992 Peer Group Sample* (NC729) is \$35 for members; \$45 for nonmembers. Information from the *Peer Group Sample* is also available on disk in a **menu-driven**, Lotus spreadsheet format (NC731, 3 1/2" disk format; NC732, 5 1/4" disk format); \$25 for members; \$40 for nonmembers.

**Special Analysis Service.** A service providing analyses of special groupings of the database is available for a modest fee. Selections available include groupings on the basis of credit FTE enrollment, current fund expenditures, occupational/technical status, state, region, or special group as specified by purchaser (for example, California colleges with credit FTE enrollment greater than 10,000). Call the NACUBO Financial Management Center at (202) 861-2535 for more information (\$75 members; \$100 nonmembers).

**User Feedback.** Comments from readers regarding the need for and improvements to this report are encouraged. This study contains a brief user's survey that readers are urged to complete. Without adequate feedback, NACUBO has no way of ensuring that future editions of *Comparative Financial Statistics* are as responsive as possible to the needs and wants of the community college decision makers that it seeks to serve.

**Potential Uses.** The primary purpose of this report is to assist an institution in preparing a meaningful analysis of how its financial and operational performance relates to peer group norms. Accreditation agencies have also found this study to be a useful tool in assessing institutional effectiveness, and increased application of the study by these agencies for reaccreditation purposes is anticipated.

Unlike internal institutional analysis, where performance in terms of revenue and expenditure patterns is related to goals, this analysis compares certain data from one institution with data from other institutions. Comparison is useful only to the extent that the comparison group is similar and that data on revenue and expenditure performance are based on common understandings. Comparative data may be used to define high standards for assessing institutional financial success or to justify average performance, depending on the aspirations of an institution with respect to the norms of the comparison group. Both types of comparison can lead to meaningful analysis of an institution's financial data; such analysis could, in turn, affect the institution's financial policies in cases where an institution appears significantly out of line with its peers.

In addition to its primary purpose of providing meaningful comparisons, this report may serve as an internal management document for self-review and self-analysis. Comparisons provide a starting point for discovering institutional strengths and weaknesses. For example, costs per student that are far above the median, as well as staff-to-faculty ratios that appear high when compared with others, may indicate problems in institutional management.

## LIMITATIONS AND EXPLANATIONS

The results of a comparative data study of this nature must be used with care. Discussion of some of the more obvious concerns follows.

**Extrapolation.** The 544 public community colleges in this study may not reflect the financial and operational patterns of their 232 sister institutions (counting systems of branch campuses as single institutions). Care was taken to include institutions that are geographically representative, as well as representative of enrollment levels. However, because of the need to use data only from those cooperating institutions that filed both timely and complete reports, the sample is not random.

No great significance is attached to any changes that occurred from year to year for any of the statistics: the survey populations differed and most changes are smaller than the confidence limits for the statistics.

**Original Data.** Lack of well-established definitions for such terms as "full-time-equivalent student" and lack of consistency in reporting such expenditure functions as "academic support," "institutional support," and "student services" create difficulties in generating accurate comparative data. Moreover, some survey responses are estimates because some institutions do not keep precise data in all the areas surveyed. All these factors affect the quality of the results.

**Institutional Comparability.** There is no way to establish truly homogeneous peer groups for community colleges. Major factors, such as mission, location, academic preparation of entering students, local area salary levels, local nonsalary costs, and methods of financing, create unique financial and operating patterns. Peer group comparisons that lead to administrative financial policy changes

require sensitivity to the many factors not readily apparent from the statistics.

**The Myth of the "Typical" Institution.** There is no typical institution, and institutions should use this report only to find what makes them unique--not to pressure an institution toward some nonexistent "median" performance. This study has found a great diversity of expenditure, revenue, and staffing patterns. Diversity is clearly a characteristic--and a great strength--of community and junior colleges.

**Calculations.** Pell Grants are excluded from both the revenue and expenditure bases, including federal restricted grants and restricted scholarships. All revenue and expenditure figures exclude auxiliaries unless specifically noted.

**Interpretation of Proportions.** Careful interpretation of expenditure and revenue proportions is urged. High costs in any area, such as utilities, will naturally push the expenditure proportion for other areas, such as instruction, below the sample median--even if the budget support for instruction is adequate.

**Medians and Quartiles.** The median represents the number that will split the group of colleges in half for a given statistic: one-half the colleges will be above the median, while one-half will be below. For that reason, the "median institution" is different for each statistic, and the proportions may thus not add to 100 percent.

The first quartile is the value for a statistic that separates the lowest 25 percent of the institutional values from the top 75 percent of the institutional values.

The median is the value that separates the lowest 50 percent of the values from the top 50 percent of the values for each statistic.

The third quartile is the value that separates the lowest 75 percent of the values from the top 25 percent of the values for each statistic.

N is the number of institutions that provided the data necessary to calculate the statistic. Hence, N is the number of values to find the quartiles and median. N varies with each statistic.

**Important Note.** Because each statistic has a different institution at its median and quartile values, proportions will not add to 100 percent. This is especially true of the first and third quartiles. An institution that has a low instructional budget proportion has a high administrative budget proportion. Thus, the quartiles are formed from very different institutions. As a result, the sum of the first quartile proportions will generally be less than 100 percent, while the sum of the third quartile proportions will tend to exceed 100 percent.

**Means.** The values in the pie charts and bar graphs depicting student population characteristics are means rather than medians.

**Definitions.** For the purposes of this study, the following terms are defined as follows.

**Single-college district:** A community/junior college district organized as a single college with one or more campuses and/or satellite locations.

**Multi-college district:** A community/junior college district organized as two or more separate colleges, each of which may have one or more campuses and/or satellite locations.

**Full-time-equivalent (FTE) enrollment:** Survey respondents were urged to report figures that *accurately represent* their institutions. For those colleges that required a formula, the following were recommended. *Credit FTE enrollment* is annual credit hours

divided by 30 if a college is on a semester basis; divided by 45 if a college is on a quarter basis. *Noncredit FTE enrollment* is annual noncredit course hours divided by 60.

**Instructional expenditures:** Expenditures for credit and noncredit courses; academic, occupational, and technical instruction; remedial and tutorial instruction; and regular, special, and extension sessions.

**Service area population:** The population included in the area the district is mandated to serve (i.e., as designated by ZIP codes, county boundaries, political boundaries).

**Racial/ethnic categories:** See IPEDS Fall Enrollment Survey [EF-2] 1991, Part A for definitions of categories.

**Staffing:** Includes regular, temporary, and part-time staff. Excludes student assistants, both regular and work-study. See *Financial Accounting and Reporting Manual for Higher Education* [¶332-338] (NACUBO) for definitions of categories.

**Total educational and general expenditures:** Excludes E&G mandatory transfers, E&G nonmandatory transfers, auxiliary enterprises, hospitals, and independent operations.

**Total revenues:** Excludes sales and services of auxiliary enterprises, sales and services of hospitals, and independent operations.

**Other income:** Includes endowment income, sales and services of educational activities, and other sources.

**Academic expenditures:** Includes instruction (and research), public service, and academic support.

**Support expenditures:** Includes student services, institutional support, and plant operation and maintenance.

**FY 1992  
Participation by State and Region**

**N = 544**

T = Total in State

R = Responses

**Regional Summary**

| Region           | T          | R          |
|------------------|------------|------------|
| Central          | 201        | 149        |
| Eastern          | 127        | 82         |
| Southern         | 280        | 206        |
| Western          | 168        | 107        |
| <b>Total</b>     | <b>776</b> | <b>544</b> |
| Percent of Total |            | 70%        |

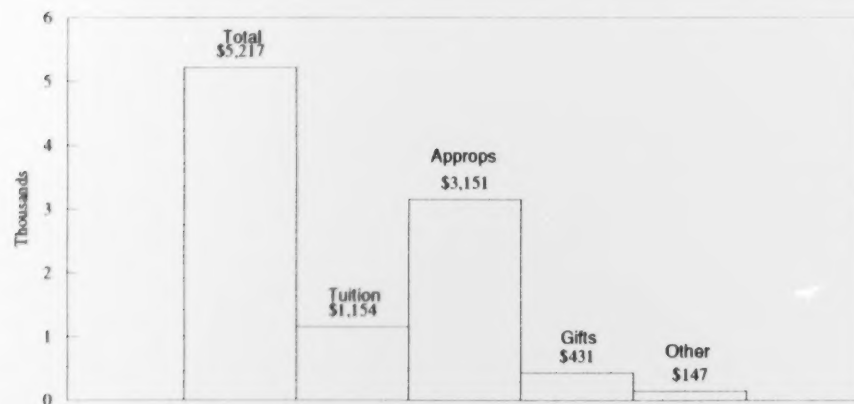
| <b>Central</b> |            |            |
|----------------|------------|------------|
| ST             | T          | R          |
| IL             | 40         | 27         |
| IN             | 2          | 2          |
| IA             | 15         | 10         |
| KS             | 20         | 9          |
| MI             | 30         | 26         |
| MN             | 22         | 18         |
| MO             | 12         | 12         |
| NE             | 6          | 6          |
| ND             | 2          | 1          |
| OH             | 22         | 19         |
| OK             | 13         | 7          |
| SD             | 1          | 0          |
| WI             | 16         | 12         |
| <b>Total</b>   | <b>201</b> | <b>149</b> |
| <b>Percent</b> |            | <b>74%</b> |

| <b>Eastern</b> |            |            |
|----------------|------------|------------|
| ST             | T          | R          |
| CT             | 12         | 9          |
| DE             | 1          | 0          |
| ME             | 6          | 4          |
| MD             | 17         | 14         |
| MA             | 15         | 9          |
| NH             | 2          | 0          |
| NJ             | 19         | 15         |
| NY             | 38         | 19         |
| PA             | 14         | 10         |
| RI             | 1          | 1          |
| VT             | 2          | 1          |
| <b>Total</b>   | <b>127</b> | <b>82</b>  |
| <b>Percent</b> |            | <b>65%</b> |

| <b>Southern</b> |            |            |
|-----------------|------------|------------|
| ST              | T          | R          |
| AL              | 36         | 29         |
| AR              | 8          | 5          |
| FL              | 28         | 21         |
| GA              | 23         | 16         |
| KY              | 1          | 0          |
| LA              | 2          | 1          |
| MS              | 15         | 7          |
| NC              | 58         | 31         |
| SC              | 16         | 15         |
| TN              | 15         | 13         |
| TX              | 50         | 43         |
| VA              | 24         | 23         |
| WV              | 4          | 2          |
| <b>Total</b>    | <b>280</b> | <b>206</b> |
| <b>Percent</b>  |            | <b>74%</b> |

| <b>Western</b> |            |            |
|----------------|------------|------------|
| ST             | T          | R          |
| AK             | N/A        | N/A        |
| AZ             | 11         | 9          |
| CA             | 71         | 40         |
| CO             | 15         | 13         |
| HI             | N/A        | N/A        |
| ID             | 3          | 0          |
| MT             | 5          | 3          |
| NV             | 4          | 3          |
| NM             | 9          | 6          |
| OR             | 14         | 9          |
| UT             | 5          | 5          |
| WA             | 24         | 15         |
| WY             | 7          | 4          |
| <b>Total</b>   | <b>168</b> | <b>107</b> |
| <b>Percent</b> |            | <b>64%</b> |

### Revenues per Credit FTE Student



### REVENUES

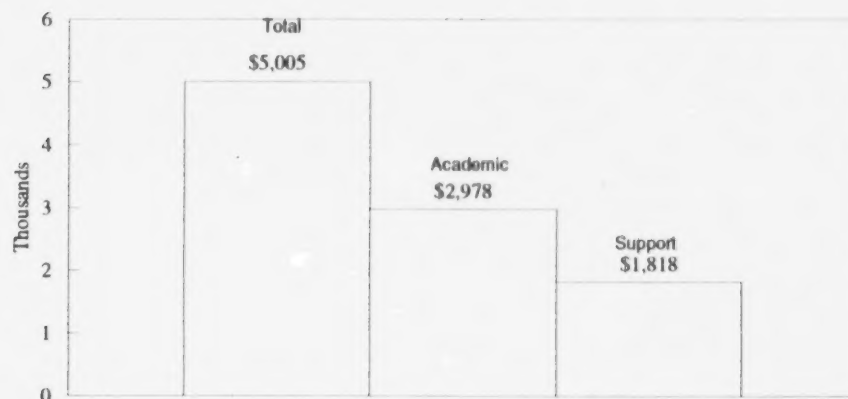
Total revenues per credit student were \$5,217 at the median college. Almost two-thirds (61 percent) of revenues were received from state and local appropriations at the median college, and 50 percent of the colleges reported receiving 54 to 70 percent of their total funds from this source.

Tuition and fees made up 23 percent of total revenue at the median college; one-half of the colleges reported that tuition and fees represented from 16 to 31 percent of their revenues. Students paid \$1,154 in tuition and fees at the median college.

### Revenues as a Percentage of Total Revenues

| Revenues by Source                         | First Quartile | Median | Third Quartile | N   | Your College |
|--------------------------------------------|----------------|--------|----------------|-----|--------------|
| Total revenues                             | 100.0%         | 100.0% | 100.0%         | 544 |              |
| Tuition and fees                           | 15.7           | 22.5   | 30.5           | 544 |              |
| Appropriations (all)                       | 54.7           | 62.3   | 71.4           | 544 |              |
| State                                      | 32.5           | 49.5   | 60.0           | 544 |              |
| Local                                      | 0.0            | 10.6   | 25.9           | 544 |              |
| State and local combined                   | 54.3           | 61.4   | 70.2           | 544 |              |
| Gifts, grants, and contracts (all sources) | 4.7            | 8.5    | 13.0           | 544 |              |
| Other revenues                             | 1.5            | 2.8    | 5.2            | 544 |              |

### Expenditures per Credit FTE Student



### EXPENDITURES

Almost two-thirds (61 percent) of all expenditures at the median college were directed to academic programs; approximately 47 percent of expenditures to credit instruction. Fifty percent of the colleges reported spending 40 to 52 percent on credit instruction.

Academic support (i.e., libraries, media services, academic administration) received the smallest proportion of funds, with about 9 percent of total expenditures going to this category at the median college. Ten percent of expenditures were dedicated to student services (i.e., counseling and career guidance, financial aid, admissions and records, health service and administration) and plant operation and maintenance, respectively, at the median college.

One-half of the colleges spent about one-third (36 percent) of their expenditure base on administration.

| Expenditures by Function                   | Expenditures as a Percentage of Total E&G Expenditures |        |                |     | Your College |
|--------------------------------------------|--------------------------------------------------------|--------|----------------|-----|--------------|
|                                            | First Quartile                                         | Median | Third Quartile | N   |              |
| Total expenditures                         | 100.0%                                                 | 100.0% | 100.0%         | 544 |              |
| Academic expenditures                      | 55.9                                                   | 60.7   | 64.9           | 544 |              |
| Instruction (incl. research, public serv.) | 46.6                                                   | 51.5   | 56.2           | 544 |              |
| Credit instruction                         | 40.1                                                   | 46.6   | 52.1           | 544 |              |
| Academic support                           | 6.0                                                    | 8.6    | 11.0           | 544 |              |
| Support expenditures                       | 32.5                                                   | 36.4   | 40.8           | 544 |              |
| Student services                           | 8.0                                                    | 10.0   | 12.2           | 544 |              |
| Institutional support                      | 12.2                                                   | 15.1   | 18.4           | 544 |              |
| Plant operation and maintenance            | 8.5                                                    | 10.2   | 11.9           | 544 |              |

| Selected Expenditure Ratios                                                |                   |        |                   |     |
|----------------------------------------------------------------------------|-------------------|--------|-------------------|-----|
|                                                                            | First<br>Quartile | Median | Third<br>Quartile | N   |
| Total E&G salaries and wages /<br>Total E&G expenditures                   | 57.7%             | 61.3%  | 64.7%             | 538 |
| Utilities expenditures /<br>Building gross square feet                     | \$0.90            | \$1.20 | \$1.60            | 425 |
| Plant O&M without utilities /<br>Building gross square feet                | \$2.30            | \$3.10 | \$4.10            | 425 |
| Total E&G benefits /<br>Total E&G salaries & wages                         | 0.19              | 0.22   | 0.26              | 535 |
| Instructional salaries (without benefits) /<br>Total E&G expenditures      | 32.0%             | 36.1%  | 39.9%             | 529 |
| Mand transfers for debt + CF interest paymts /<br>Unrestricted CF revenues | 0.00              | 0.00   | 0.60              | 404 |

The importance of these ratios is their usefulness when one is examining figures that show changes over time.

The median college reported that 61 percent of its E&G expenditures were paid in salaries and wages (exclusive of benefits), with half of the colleges between 58 and 65 percent.

Utilities averaged \$1.20 per gross square foot at the median college, with 50 percent of the colleges reporting a range of \$0.90 to \$1.60.

Plant operation and maintenance--excluding utilities--averaged \$3.10 per gross square foot at the median college, with 50 percent of the colleges reporting between \$2.30 and \$4.10.

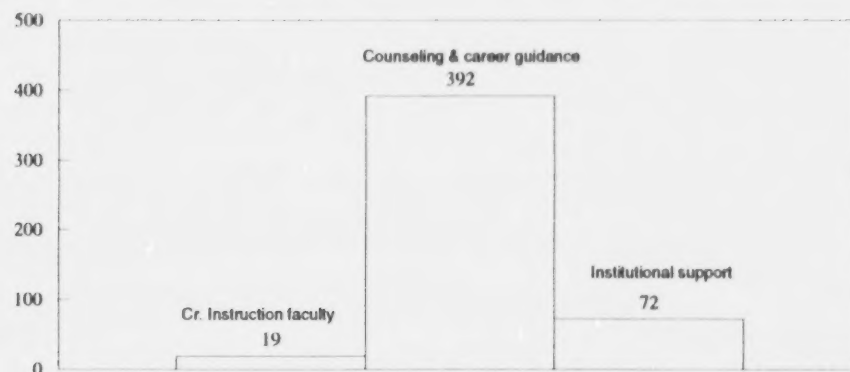
As a proportion of total E&G salaries, benefits were 23 percent at the median college, with a range of 19 to 26 percent at half the colleges.

The median college dedicated 36 percent of expenditures to instructional salaries

(without benefits), with half the colleges reporting between 32 and 40 percent.

Another measure of flexibility, debt service is usually regarded as a fixed cost. The amount of budget used to support debt service reduces funds for academic purposes. The higher the proportion of budget dedicated to debt service, the less flexibility the college may have to respond to financial changes. At least 50 percent of the colleges reporting had a debt service ratio of 0. Debt service ratios are seldom above 5 percent.

### Credit FTE Students per FTE Staff



### STAFFING

The median college employed one FTE staff member for every nine credit FTE students.

The median college employed one credit instruction FTE faculty member for every 19 credit FTE students. However, the median college employed only one FTE staff member in counseling and career guidance areas for 392 credit FTE students, a ratio exceeded only by employees in the student service staff (471).

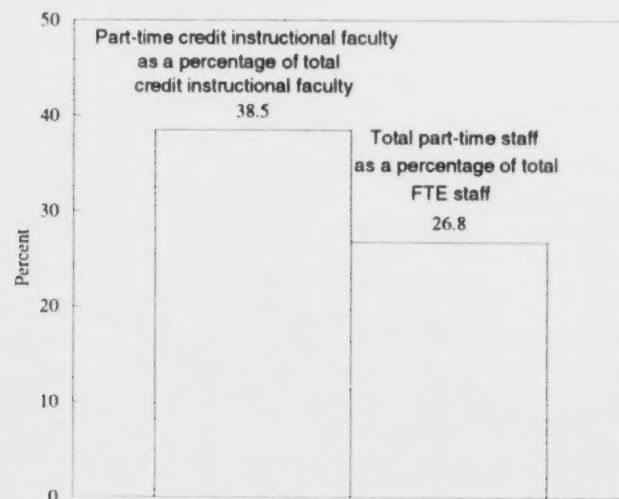
| Staff by Function                      | Credit FTE Students per FTE Staff |        |                |     | Your College |
|----------------------------------------|-----------------------------------|--------|----------------|-----|--------------|
|                                        | First Quartile                    | Median | Third Quartile | N   |              |
| <b>Total staff</b>                     | 7.3                               | 9.2    | 11.0           | 382 |              |
| <b>Instruction</b>                     |                                   |        |                |     |              |
| Credit instruction faculty             | 15.7                              | 19.2   | 23.3           | 381 |              |
| All other (nonfac; noncredit instruc)  | 36.6                              | 95.7   | 207.2          | 378 |              |
| <b>Public service</b>                  | 0.0                               | 70.0   | 585.7          | 381 |              |
| <b>Academic support</b>                |                                   |        |                |     |              |
| Academic administration                | 171.2                             | 310.9  | 576.3          | 378 |              |
| All other (faculty, nonfaculty)        | 72.6                              | 141.9  | 237.3          | 380 |              |
| <b>Student services</b>                |                                   |        |                |     |              |
| Student services administration        | 252.2                             | 471.1  | 922.2          | 379 |              |
| Counseling & career guidance           | 257.0                             | 391.6  | 585.9          | 381 |              |
| All other                              | 64.3                              | 140.4  | 221.4          | 382 |              |
| <b>Institutional support</b>           | 50.8                              | 71.9   | 104.8          | 380 |              |
| <b>Plant operation and maintenance</b> | 75.2                              | 100.7  | 144.3          | 380 |              |

|                                               | Selected Ratios |        |                |     | Your College |
|-----------------------------------------------|-----------------|--------|----------------|-----|--------------|
|                                               | First Quartile  | Median | Third Quartile | N   |              |
| Unduplicated credit student headcount /       |                 |        |                |     |              |
| Total FTE staff                               | 16.0            | 21.4   | 28.4           | 364 |              |
| Service area population /                     |                 |        |                |     |              |
| Unduplicated credit student headcount         | 19.3            | 28.6   | 47.9           | 415 |              |
| Building gross square feet /                  |                 |        |                |     |              |
| Total credit FTE students                     | 88              | 118    | 159            | 435 |              |
| Total scholarships and Pell Grants /          |                 |        |                |     |              |
| Total credit FTE students                     | \$426           | \$635  | \$895          | 544 |              |
| Credit faculty + counseling staff /           |                 |        |                |     |              |
| Academic + student servs admin + inst support | 1.9             | 2.7    | 3.7            | 376 |              |
| All other FTE staff /                         |                 |        |                |     |              |
| Credit FTE faculty                            | 0.8             | 1.1    | 1.4            | 378 |              |

There were 21 credit headcount students for each FTE employee at the median college. The ratio of credit FTE students to FTE staff is much smaller (9). Unduplicated credit student headcount includes all students enrolled for a credit course.

One out of 29 residents of the median college's service area attended the college as a credit student. Fifty percent of the colleges reported a participation rate in their service areas of between 19 and 48, indicating relatively disparate service area attendance rates.

### Part-Time FTE Staff



The median college had 118 gross square feet per credit FTE student. The range for one-half of the colleges was between 88 and 159 gross square feet.

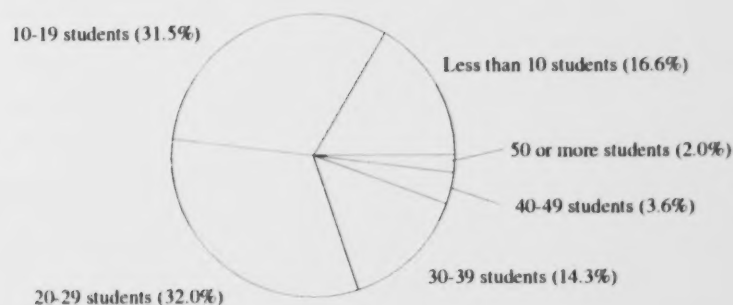
The median value of scholarships and grants--including Pell Grants--per credit FTE student was \$635. However, one-half of the colleges reported scholarships per student ranging from \$426 to \$895.

The median college employed 2.7 credit faculty and counseling FTE staff for every one FTE academic and student services administrator and institutional support employee. This figure ranged from 1.9 to 3.7 at half of the colleges.

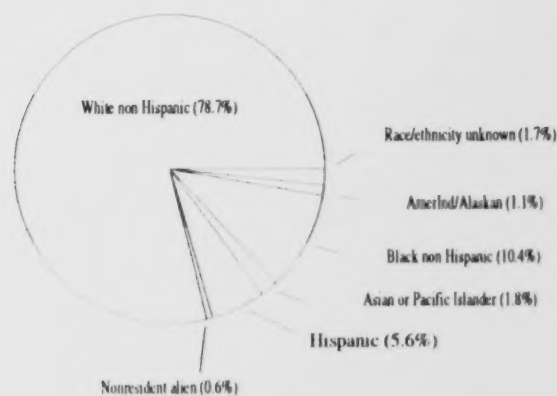
The median college had a 1.1 to 1 relationship between nonfaculty employees and FTE faculty.

More than a third (38 percent) of credit instructional faculty were part-time employees at the median college. In contrast, approximately one-quarter (27 percent) of all FTE staff (both faculty and nonfaculty staff) were employed part-time at the median college.

### Credit Classes Distributed by Class Size (N=357) (Mean)



### Student Racial/Ethnic Status (N=453) (Mean)

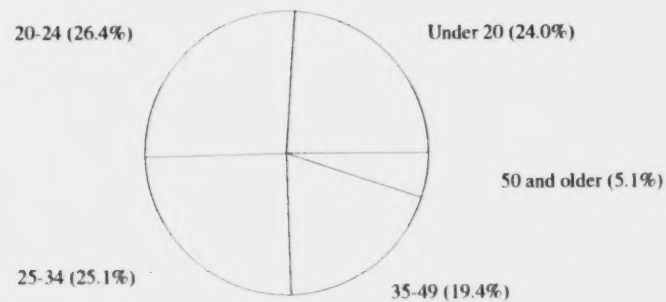


### STUDENT CHARACTERISTICS

The most popular class sizes were 10-19 and 20-29 (32 percent each). While 17 percent of classes enrolled fewer than 10 students, only 2 percent enrolled 50 or more students.

White non-Hispanic participation (79 percent) continued to dominate community colleges, as it did higher education in general, reflecting the adult ethnic composition of society.

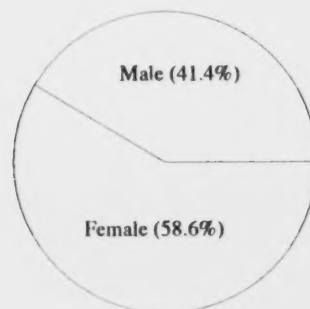
#### Age of Student (N=426) (Mean)



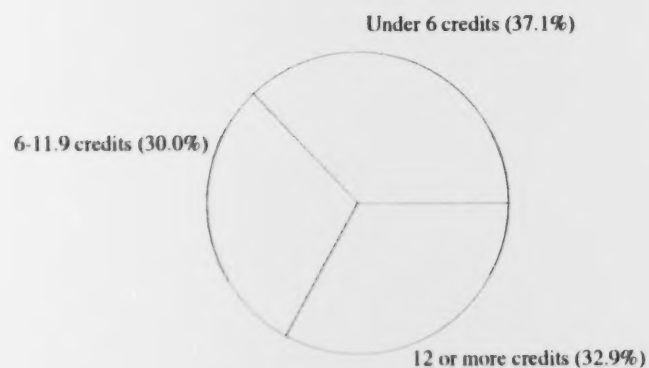
The mean age of students was 20-34. (One-quarter of all students were in the 20-24 age group; one-quarter were in the 25-34 age group; still another quarter were in the under 20 age group.

Women continued to attend college at a much higher rate than men.

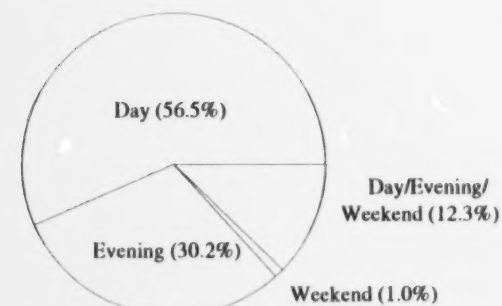
#### Student Gender (N=455) (Mean)



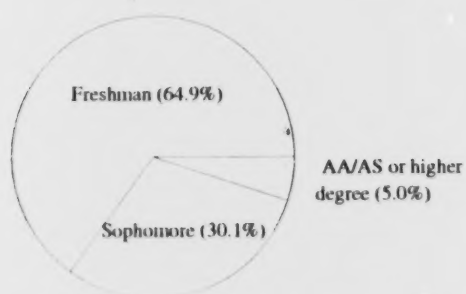
### Credit Units Enrolled (N=367) (Mean)



### Hours Attended (N=384) (Mean)



### Class Level (N=393) (Mean)



About one-third (33%) of students were enrolled on a full-time basis. Thirty-seven percent of students were enrolled for fewer than six credit units; it is significant that this group did not qualify for financial aid.

If one assumes that community college enrollment would be approximately evenly split between first- and second-year students, it is noteworthy that only half of the entering freshmen appeared to remain in school long enough to attain sophomore status.

Although the community colleges enrolled on average 57 percent of students in the day, a significantly large percentage of students attended evening classes or a combination of day, evening, and weekend classes.

## APPENDIX A PARTICIPATING COLLEGES AND PEER GROUP COMPOSITION

Group 1: Single-college district with credit FTE enrollment less than 1,000  
 Group 2: Single-college district with credit FTE enrollment from 1,000 through 2,499  
 Group 3: Single-college district with credit FTE enrollment from 2,500 through 4,999

Group 4: Single-college district with credit FTE enrollment from 5,000 through 9,999  
 Group 5: Single-college district with credit FTE enrollment of 10,000 or more  
 Group 6: Multi-college district

### ALABAMA

Alabama Aviation & Technical College (1)  
 Bessemer State Technical College (2)  
 Bishop State Community College (2)  
 Calhoun Community College (4)  
 Central Alabama Community College (2)  
 Chattahoochee Valley State Community College (2)  
 Douglas MacArthur State Technical College (1)  
 Enterprise State Junior College (2)  
 Fredd State Technical College (1)  
 George C. Wallace State Community College (3)  
 J.F. Drake State Technical College (1)  
 J.F. Ingram State Technical College (2)  
 J.M. Patterson State Technical College (1)  
 James H. Faulkner State Community College (3)  
 Jefferson Davis Community College (2)  
 Jefferson State Community College (4)  
 Lawson State Community College (2)  
 Lurleen B. Wallace State Junior College (2)  
 Northeast Alabama State Community College (2)  
 Northwest Alabama Community College (2)  
 Opelika State Technical College (1)  
 Reid State Technical College (1)  
 Shelton State Community College (3)  
 Shoals Community College (2)  
 Snead State Community College (2)  
 Southern Union State Junior College (3)  
 Sparks State Technical College (1)  
 Wallace Community College, Selma (2)  
 Wallace State Community College, Hanceville (3)

### ARKANSAS

Mississippi County Community College (2)  
 North Arkansas Community College (2)  
 Phillips County Community College (2)  
 Rich Mountain Community College (1)  
 Westark Community College (3)

### ARIZONA

Central Arizona College (3)  
 Cochise College (3)  
 Coconino County Community College (1)  
 Eastern Arizona College (2)  
 Maricopa County Community College District (6)  
 Mohave Community College (2)  
 Northland Pioneer College (2)  
 Pima County Community College District (5)  
 Yavapai College (3)

### CALIFORNIA

Allan Hancock Community College (4)  
 Antelope Valley College (4)  
 Butte College (4)  
 Cabrillo College (4)  
 Cerritos College (5)  
 College of the Desert (4)  
 College of the Sequoias (4)  
 Contra Costa College (5)  
 El Camino Community College (5)

### CALIFORNIA (Cont.)

Feather River Community College District (1)  
 Foothill-DeAnza Community College District (6)  
 Glendale Community College (4)  
 Hartnell College (3)  
 Imperial Community College (3)  
 Lake Tahoe Community College (1)  
 Lassen College (3)  
 Long Beach Community College District (5)  
 Los Angeles Community College District (6)  
 Los Rios Community College District (6)  
 Merced Community College (4)  
 Monterey Peninsula College (4)  
 Mt. San Antonio College (5)  
 Ohlone College (4)  
 Palo Verde College (1)  
 Palomar Community College (5)  
 Saddleback College (6)  
 San Bernardino Community College District (6)  
 San Joaquin Delta College (5)  
 San Mateo County Community College District (6)  
 Santa Clarita Community College (3)  
 Santa Monica Community College (5)  
 Sierra Joint Community College District (4)  
 Solano County Community College (4)  
 Southwestern College (5)  
 State Center Community College District (6)  
 Taft College (1)  
 Victor Valley College (4)  
 West Valley-Mission Community College District (6)  
 Yosemite Community College District (6)  
 Yuba Community College District (3)

## COLORADO

Aims Community College (3)  
Arapahoe Community College (3)  
Colorado Mountain College (3)  
Colorado Northwestern Community College (1)  
Community College of Aurora (2)  
Community College of Denver (3)  
Lamar Community College (1)  
Northeastern Junior College (2)  
Otero Junior College (1)  
Pikes Peak Community College (3)  
Pueblo Community College (3)  
Red Rocks Community College (3)  
Trinidad State Junior College (2)

## CONNECTICUT

Asnuntuck Community College (1)  
Housatonic Community College (2)  
Manchester Community College (3)  
Mattatuck Community College (2)  
Northwestern Conn. Community-Technical College (1)  
Quinebaug Valley Community-Technical College (1)  
South Central Community College (2)  
Tunxis Community College (2)  
Waterbury State Technical College (1)

## FLORIDA

Broward Community College (5)  
Central Florida Community College (2)  
Chipola Junior College (2)  
Daytona Beach Community College (4)  
Edison Community College (4)  
Florida Community College of Jacksonville (5)  
Florida Keys Community College (1)  
Hillsborough Community College (5)  
Indian River Community College (3)  
Lake City Community College (2)  
Lake-Sumter Community College (2)  
Miami-Dade Community College (5)  
North Florida Junior College (1)  
Okaloosa-Walton Community College (3)  
Pasco-Hernando Community College (3)  
Pensacola Junior College (4)

## FLORIDA (Cont.)

Seminole Community College (3)  
South Florida Community College (1)  
St. Petersburg Junior College (4)  
Tallahassee Community College (4)  
Valencia Community College (5)

## GEORGIA

Athens Area Technical Institute (2)  
Atlanta Metropolitan College (2)  
Bainbridge College (1)  
Brunswick College (2)  
Dalton College (2)  
Darton College (2)  
DeKalb College (4)  
DeKalb Technical Institute (2)  
East Georgia College (1)  
Floyd College (2)  
Gainesville College (2)  
Gwinnett Technical Institute (3)  
Macon College (3)  
Middle Georgia College (2)  
South Georgia College (6)  
Waycross College (1)

## IOWA

Des Moines Area Community College (4)  
Eastern Iowa Community College District (6)  
Indian Hills Community College (3)  
Iowa Lakes Community College (3)  
Iowa Valley Community College District (6)  
Iowa Western Community College (3)  
North Iowa Area Community College (2)  
Northeast Iowa Community College (2)  
Southeastern Community College (2)  
Western Iowa Tech Community College (2)

## ILLINOIS

Belleville Area College (4)  
Black Hawk College (3)  
City Colleges of Chicago (6)  
College of DuPage (5)  
College of Lake County (4)  
Danville Area Community College (2)  
Elgin Community College (3)  
Heartland Community College District (1)  
Highland Community College (2)  
Illinois Central College (4)  
Illinois Eastern Community Colleges (6)  
John A. Logan College (3)  
John Wood Community College (2)  
Joliet Junior College (4)  
Lincoln Land Community College (3)  
Moraine Valley Community College (4)  
Morton College (2)  
Oakton Community College (4)  
Parkland College (4)  
Prairie State College (3)  
Rend Lake College (2)  
Richland Community College (2)  
Rock Valley College (3)  
Sauk Valley Community College (2)  
South Suburban College of Cook County (3)  
Spoon River College (2)  
Triton College (4)

## INDIANA

Indiana Vocational Technical College (5)  
Vincennes University (4)

## KANSAS

Allen County Community College (1)  
Cloud County Community College (2)  
Coffeyville Community College (2)  
Cowley County Community College (2)  
Dodge City Community College (2)  
Hutchinson Community College (2)  
Johnson County Community College (4)  
Kansas City, Kansas Community College (3)  
Pratt Community College (1)

## LOUISIANA

Delgado Community College (4)

## MAINE

Eastern Maine Technical College (1)  
Kennebec Valley Technical College (1)  
Northern Maine Technical College (1)  
Southern Maine Technical College (2)

## MARYLAND

Allegheny Community College (2)  
Anne Arundel Community College (4)  
Baltimore City Community College (3)  
Catonsville Community College (4)  
Cecil Community College (1)  
Charles County Community College (2)  
Chesapeake College (1)  
Dundalk Community College (2)  
Essex Community College (4)  
Harford Community College (3)  
Howard Community College (2)  
Montgomery Community College (5)  
Prince George's Community College (4)  
Wor-Wic Community College (1)

## MASSACHUSETTS

Bristol Community College (3)  
Bunker Hill Community College (3)  
Cape Cod Community College (2)  
Holyoke Community College (3)  
Massasoit Community College (3)  
Middlesex Community College (2)  
Mount Wachusett Community College (2)  
North Shore Community College (3)  
Springfield Technical Community College (3)

## MICHIGAN

Alpena Community College (2)  
Bay de Noc Community College (2)  
Delta College (4)  
Glen Oaks Community College (1)  
Gogebic Community College (1)  
Grand Rapids Community College (4)  
Henry Ford Community College (4)  
Jackson Community College (3)  
Kalamazoo Valley Community College (4)  
Kellogg Community College (3)  
Kirtland Community College (1)  
Lake Michigan College (2)  
Lansing Community College (5)  
Macomb Community College (5)  
Mid Michigan Community College (2)  
Monroe County Community College (2)  
Montcalm Community College (2)  
Mott Community College (4)  
Muskegon Community College (3)  
North Central Michigan College (2)  
Northwestern Michigan College (3)  
Schoolcraft College (4)  
Southwestern Michigan College (2)  
St. Clair County Community College (3)  
Washtenaw Community College (4)  
West Shore Community College (1)

## MINNESOTA

Anoka Ramsey Community College (3)  
Austin Community College (1)  
Brainerd Community College (2)  
Fergus Falls Community College (1)  
Hibbing Community College (2)  
Inver Hills Community College (3)  
Itasca Community College (1)  
Lakewood Community College (3)  
Mesabi Community College (2)  
Minneapolis Community College (3)

## MINNESOTA (Cont.)

Normandale Community College (4)  
North Hennepin Community College (3)  
Northland Community College (1)  
Rainy River Community College (1)  
Rochester Community College (3)  
Vermilion Community College (1)  
Willmar Community College (2)  
Worthington Community College (1)

## MISSISSIPPI

Coahoma Community College (1)  
Copiah-Lincoln Community College (2)  
Jones County Junior College (3)  
Meridian Community College (2)  
Mississippi Gulf Coast Community College (4)  
Northeast Mississippi Community College (3)  
Southwest Mississippi Community College (2)

## MISSOURI

Crowder College (2)  
East Central College (2)  
Heart of the Ozarks Technical Community College (2)  
Jefferson College (3)  
Metropolitan Community Colleges (6)  
Mineral Area College (2)  
Moberly Area Community College (2)  
North Central Missouri College (1)  
Saint Louis Community College (5)  
St. Charles County Community College (2)  
State Fair Community College (2)  
Three Rivers Community College (2)

## MONTANA

Dawson Community College (1)  
Flathead Valley Community College (2)  
Miles Community College (1)

#### NEBRASKA

Central Community College (3)  
Metropolitan Community College (3)  
Mid-Plains Community College Area (2)  
Northeast Community College (2)  
Southeast Community College (4)  
Western Nebraska Community College (2)

#### NEVADA

Community College of Southern Nevada (4)  
Northern Nevada Community College (1)  
Truckee Meadows Community College (3)

#### NEW JERSEY

Atlantic Community College (3)  
Bergen Community College (4)  
Brookdale Community College (4)  
Burlington County College (3)  
County College of Morris (4)  
Cumberland County College (2)  
Essex County College (4)  
Gloucester County College (3)  
Mercer County Community College (4)  
Middlesex County College (4)  
Ocean County College (4)  
Passaic County Community College (2)  
Raritan Valley Community College (3)  
Salem Community College (1)  
Union County College (4)

#### NEW MEXICO

Albuquerque Technical-Vocational Institute (4)  
Clovis Community College (2)  
Eastern New Mexico University - Roswell (2)  
Northern New Mexico Community College (2)  
San Juan College (2)  
Santa Fe Community College (2)

#### NEW YORK

Adirondack Community College (2)  
Broome Community College (3)  
Corning Community College (3)  
Dutchess Community College (3)  
Erie Community College (5)  
Finger Lakes Community College (3)  
Genesee Community College (3)  
Hudson Valley Community College (4)  
Jamestown Community College (3)  
Jefferson Community College (2)  
Mohawk Valley Community College (3)  
Monroe Community College (4)  
North Country Community College (2)  
Onondaga Community College (4)  
Orange County Community College (3)  
Rockland Community College (4)  
Suffolk Community College (5)  
Sullivan County Community College (2)  
Westchester Community College (4)

#### NORTH CAROLINA

Alamance Community College (2)  
Beaufort County Community College (1)  
Blue Ridge Community College (2)  
Caldwell Community College and Technical Institute (2)  
Catawba Valley Community College (2)  
Central Piedmont Community College (4)  
Coastal Carolina Community College (3)  
Fayetteville Technical Community College (3)  
Gaston College (3)  
Haywood Community College (2)  
Isothermal Community College (2)  
Johnston Community College (2)  
Lenoir Community College (2)  
Martin Community College (1)  
Mayland Community College (1)  
McDowell Technical Community College (1)  
Nash Community College (2)  
Pamlico Community College (1)  
Piedmont Community College (1)

#### NORTH CAROLINA (Cont.)

Pitt Community College (3)  
Richmond Community College (1)  
Rowan-Cabarrus Community College (2)  
Sandhills Community College (2)  
Southeastern Community College (2)  
Southwestern Community College (2)  
Surry Community College (2)  
Vance-Granville Community College (2)  
Wake Technical Community College (3)  
Wayne Community College (2)  
Western Piedmont Community College (2)  
Wilkes Community College (2)

#### NORTH DAKOTA

North Dakota State College of Science (2)

#### OHIO

Belmont Technical College (2)  
Central Ohio Technical College (2)  
Cincinnati Technical College (3)  
Clark State Community College (2)  
Columbus State Community College (4)  
Cuyahoga Community College (5)  
Edison State Community College (2)  
Hocking College (4)  
Jefferson Technical College (2)  
Lakeland Community College (3)  
Lorain County Community College (3)  
Marion Technical College (1)  
Muskingum Area Technical College (2)  
North Central Technical College (2)  
Northwest Technical College (2)  
Owens Technical College (4)  
Sinclair Community College (5)  
Stark Technical College (2)  
Washington State Community College (1)

BEST COPY AVAILABLE

## OKLAHOMA

Carl Albert State College (2)  
 Connors State College (2)  
 Northeastern Oklahoma A&M College (2)  
 Northern Oklahoma College (2)  
 Oklahoma City Community College (3)  
 Tulsa Junior College (4)  
 Western Oklahoma State College (2)

## OREGON

Central Oregon Community College (2)  
 Clackamas Community College (2)  
 Clatsop Community College (1)  
 Lane Community College (4)  
 Mount Hood Community College (4)  
 Rogue Community College (1)  
 Southwestern Oregon Community College (2)  
 Treasure Valley Community College (2)  
 Umpqua Community College (2)

## PENNSYLVANIA

Bucks County Community College (4)  
 Butler County Community College (2)  
 Community College of Allegheny County (5)  
 Community College of Beaver County (2)  
 Community College of Philadelphia (5)  
 Harrisburg Area Community College (4)  
 Montgomery County Community College (4)  
 Northampton County Area Community College (3)  
 Reading Area Community College (2)  
 Westmoreland County Community College (3)

## RHODE ISLAND

Community College of Rhode Island (4)

## SOUTH CAROLINA

Aiken Technical College (2)  
 Central Carolina Technical College (2)  
 Chesterfield-Marlboro Technical College (1)  
 Denmark Technical College (1)  
 Florence-Darlington Technical College (2)  
 Greenville Technical College (4)  
 Midlands Technical College (4)  
 Orangeburg-Calhoun Technical College (2)  
 Piedmont Technical College (2)  
 Spartanburg Technical College (2)  
 Technical College of the Lowcountry (1)  
 Tri-County Technical College (3)  
 Trident Technical College (4)  
 Williamsburg Technical College (1)  
 York Technical College (2)

## TENNESSEE

Chattanooga State Technical Community College (4)  
 Cleveland State Community College (2)  
 Dyersburg State Community College (2)  
 Jackson State Community College (2)  
 Motlow State Community College (2)  
 Nashville State Technical Institute (3)  
 Northeast State Technical Community College (2)  
 Pellissippi State Technical Community College (3)  
 Roane State Community College (3)  
 Shelby State Community College (3)  
 State Technical Institute at Memphis (4)  
 Volunteer State Community College (3)  
 Walters State Community College (3)

## TEXAS

Alamo Community College District (6)  
 Alvin Community College (3)  
 Amarillo College (3)

## TEXAS (Cont.)

Angelina College (2)  
 Austin Community College (5)  
 Bee County College (2)  
 Blinn College (4)  
 Brazosport College (2)  
 Central Texas College (3)  
 Cisco Junior College (2)  
 Clarendon College (1)  
 College of the Mainland (2)  
 Collin County Community College (2)  
 Cooke County College District (2)  
 Dallas County Community College District (6)  
 Del Mar College (4)  
 El Paso County Community College District (5)  
 Frank Phillips College (2)  
 Grayson County College (2)  
 Hill College (2)  
 Houston Community College System (6)  
 Howard County Junior College District (2)  
 Kilgore College (3)  
 Laredo Junior College (3)  
 Lee College (3)  
 McLennan Community College (3)  
 Midland College (3)  
 Navarro College (2)  
 North Harris Montgomery Community College Dist. (5)  
 Northeast Texas Community College (2)  
 Odessa College (3)  
 Paris Junior College (2)  
 San Jacinto College District (5)  
 Southwest Texas Junior College (2)  
 Tarrant County Junior College District (5)  
 Temple Junior College (2)  
 Trinity Valley Community College (3)  
 Tyler Junior College (4)  
 Vernon Regional Junior College (2)  
 Victoria College (2)  
 Weatherford College (2)  
 Western Texas College (1)  
 Wharton County Junior College (2)

#### UTAH

College of Eastern Utah (2)  
Dixie College (2)  
Salt Lake Community College (5)  
Snow College (2)  
Utah Valley Community College (4)

#### VERMONT

Community College of Vermont (2)

#### VIRGINIA

Blue Ridge Community College (2)  
Central Virginia Community College (2)  
Dabney S. Lancaster Community College (1)  
Danville Community College (2)  
Eastern Shore Community College (1)  
Germanna Community College (2)  
J. Sargeant Reynolds Community College (4)  
John Tyler Community College (3)  
Lord Fairfax Community College (2)  
Mountain Empire Community College (2)  
New River Community College (2)  
Northern Virginia Community College (5)  
Paul D. Camp Community College (1)  
Piedmont Virginia Community College (2)  
Rappahannock Community College (1)  
Richard Bland College (2)  
Southside Virginia Community College (2)  
Southwest Virginia Community College (3)  
Thomas Nelson Community College (3)  
Tidewater Community College (5)  
Virginia Highlands Community College (2)  
Virginia Western Community College (3)  
Wytheville Community College (2)

#### WASHINGTON

Centralia College (2)  
Clark College (3)  
Columbia Basin College (3)  
Grays Harbor College (2)  
Highline Community College (3)  
Olympic College (3)  
Peninsula College (2)  
Seattle Community Colleges (6)  
Shoreline Community College (3)  
Skagit Valley College (3)  
Tacoma Community College (3)  
Walla Walla Community College (3)  
Wenatchee Valley College (2)  
Whatcom Community College (2)  
Yakima Valley Community College (3)

#### WEST VIRGINIA

Potomac State College of West Virginia University (2)  
Southern West Virginia Community College (2)

#### WISCONSIN

Blackhawk Technical College (2)  
Chippewa Valley Technical College (3)  
Fox Valley Technical College (3)  
Gateway Vocational, Technical and Ad. Ed. District (3)  
Lakeshore Technical College (2)  
Madison Area Technical College (4)  
Mid-State Technical College (2)  
Milwaukee Area Technical College (5)  
Northeast Wisconsin Technical College (3)  
Waukesha County Technical College (3)  
Western Wisconsin Technical College (3)  
Wisconsin Indianhead Technical College (2)

#### WYOMING

Casper College (3)  
Laramie County Community College (3)  
Northwest College (2)  
Western Wyoming Community College (2)

**Comparative Financial Statistics  
for Public Two-Year Colleges:  
FY 1992 National Sample**

Please return to:  
NACUBO  
Center for Institutional Accounting  
One Dupont Circle, Suite 500  
Washington, DC 20036-1178

**USER'S SURVEY**

Name (optional) \_\_\_\_\_ Title (optional) \_\_\_\_\_

Institution (optional) \_\_\_\_\_ State \_\_\_\_\_ Telephone (optional) \_\_\_\_\_

Please indicate your rating of the following areas of the *FY 1992 National Sample*. On a scale of 1 to 5, 1 indicates poor and 5 indicates excellent in terms of quality and usefulness. Your suggestions for improvement are welcomed.

| Rating    | Area                                |
|-----------|-------------------------------------|
| 1 2 3 4 5 | <b>Type of information provided</b> |
|           | Comments: _____                     |
|           | _____                               |
|           | _____                               |

|           |                                       |
|-----------|---------------------------------------|
| 1 2 3 4 5 | <b>Format of information provided</b> |
|           | Comments: _____                       |
|           | _____                                 |
|           | _____                                 |

| Rating    | Area                                         |
|-----------|----------------------------------------------|
| 1 2 3 4 5 | <b>Comparability of information provided</b> |
|           | Comments: _____                              |
|           | _____                                        |
|           | _____                                        |

|  |                            |
|--|----------------------------|
|  | Additional comments: _____ |
|  | _____                      |
|  | _____                      |
|  | _____                      |